

MINUTES

Kentucky Community and Technical College System Board of Regents Meeting February 20, 2004

Board Members Present:

Ms. Cynthia L. Read, Board Chair
Mr. Richard A. Bean, Board Vice Chair
Dr. Joseph B. Wise, III, Board Secretary
Ms. Donna J. Bartlett
Mr. William E. Beasley
Mr. Paul C. Callan, Jr.

Ms. Pamala J. Dallas
Ms. Elizabeth R. Hames
Mr. Brandon W. Robinson
Mr. S. Kent Robinson
Mr. William R. West

Board Members Absent:

Ms. Brenda R. Corey
Mr. Henry L. Jackson

Ms. Lorna D. Littrell

CALL TO ORDER Board of Regents Chair Read called to order the meeting of the Kentucky Community and Technical College System Board of Regents at 12:35 p.m. (ET), February 20, 2004. The meeting was held on the Shelby County Campus (Shelbyville, Kentucky) of Jefferson Community College in the Quad Room. Chair Read announced that the press was notified of the meeting on February 11, 2004, and that Hon. Beverly Haverstock, KCTCS General Counsel, would serve as parliamentarian.

Chair Read extended condolences to Ms. Corey regarding the death of Ms. Corey's father-in-law.

There being a quorum present, Board business began with the approval of the minutes from the last meeting.

APPROVAL OF MINUTES

MOTION: Mr. Bean moved that the minutes of the December 5, 2003, Board of Regents meeting be approved as corrected. Mr. B. Robinson seconded the motion.

VOTE: The motion was approved unanimously.

**ADDITIONS OR
CHANGES TO
THE AGENDA**

By unanimous consent, the following additions or changes were made to the agenda:

- Removal of Agenda Item H-6, "Information: Proposed Code of Ethics for KCTCS Board of Regents and KCTCS College Boards of Directors."
- Addition of an item related to Lexington Community College to follow Agenda Item H-2, "Action: Naming of the Student Commons Building at Somerset Community College."

MEETING HOSTS

Chair Read thanked the meeting hosts Dr. Anthony Newberry, Jefferson Community College President and Jefferson Community and Technical College District CEO; Dr. John Wieland, Shelby County Campus Director; and their staff for their hospitality. She expressed special appreciation to Ms. Millie Stivers, Ms. Wendy Cook, and Mr. James Hedges for coordinating the meeting logistics. Chair Read thanked the hosts for the community breakfast, noting that the Board was appreciative of the opportunity to meet and talk with members of the community.

**COLLEGE
WELCOME**

Dr. Newberry welcomed the Board of Regents to the Shelby County Campus. He noted that the Jefferson Community and Technical College District has experienced a 40 percent increase in enrollment since the inception of KCTCS. The colleges in the district are working with business and industry on more than 100 projects; Norton Healthcare has infused more than \$800,000 into the colleges' Radiography and Nuclear Medicine Technology program. Dr. Newberry further noted that in fall 2004 Jefferson Community College and Jefferson Technical College plan to request final Board of Regents approval to pursue single accreditation and consolidation. He presented the regents with a 2004 calendar created by students enrolled in the Commercial Art Technology program.

Dr. Wieland also brought greetings to the Board of Regents, noting that the Shelby County Campus is in its second year of operation. The campus offers both technical and community college programs and has students enrolled from Shelby, Spencer, Henry, Oldham, Tremble, and east Jefferson counties. The Shelby County Campus provides students the opportunity to complete both the associate in arts and the associate in science degrees as well as other credentials.

On behalf of the faculty, Ms. Pamela Larkin, Assistant Professor of Office Systems Technology and a member of the 2004 President's Leadership Seminar, welcomed the Board of Regents to the Shelby County Campus. Ms. Larkin highlighted the benefits and features of the facility and noted that people from all over the world have visited the campus to tour its machine tool laboratory.

**CHAIR'S
REPORT**

Chair Read reported the following items:

- Higher Education Day in Frankfort – February 5, 2004. The event was sponsored by the Council on Postsecondary Education and the CPE Inter-Alumni Council. One of the three KCTCS Inter-Alumni Council representatives, Hon. Mike Foster of Hopkinsville, was the Master of Ceremonies. The other two KCTCS representatives are Hon. Bruce Leslie of Ashland and Mr. Dick Wilson of Louisville.
- Joint meeting of the KCTCS Board of Regents; KCTCS Foundation Board, Inc.; and the colleges' local board chairs, including foundation board chairs. The meeting was held February 19, 2004. At the joint meeting, updates were provided on the 2004 General Assembly Session and the *Fulfilling the Promise* major gifts campaign. Development of *KCTCS Strategic Plan 2006-10* goals also was discussed.
- Legislative Reception at the Governor's Mansion – February 19, 2004. The reception, held in honor of the General Assembly, provided the Board of Regents, the colleges' local board of directors, and foundation board chairs an opportunity to discuss KCTCS funding needs with legislators. Governor Fletcher spoke at the event, focusing on his postsecondary education budget recommendations.
- Cancellation of the CPE Spring Institute for Effective Governance. The May 23-24, 2004, event was cancelled due to budget reductions.
- Upcoming question and answer article in the *KCTCS Exchange*. Chair Read noted that she frequently receives email and letters from employees and students. While all correspondence is read, responses are not made because the Board of Regents speaks only through its minutes. However, an upcoming issue of the *Exchange* will feature answers to several questions that have been asked of Chair Read.

Chair Read also reviewed the protocol for the Board's committee meetings. While regents are welcome to attend meetings of committees to which they are not members, their participation at such meetings is at the discretion of the committee chair. Chair Read encouraged regents to contact committee chairs or herself before the committee meeting regarding questions related to agenda items. In the absence of a quorum at a regular committee meeting, the committee's meeting agenda will be considered at the Board of Regents regular meeting. Chair Read further encouraged regents to continue to ask questions at the Board of Regents meetings.

**PRESIDENT'S
REPORT**

AND

**2004
LEADERSHIP
FOCUS (P.A.C.E.)
OBJECTIVES
AND
MEASUREMENTS**

KCTCS President Michael B. McCall presented revised objectives (see Attachment B) and four target measurements for the 2004 leadership focus – *P.A.C.E.* The revisions incorporate the Board of Regents comments at the December 5, 2003, Board of Regents meeting. Through *P.A.C.E.*, KCTCS will sustain the momentum of successfully achieving the goals and priorities of the *KCTCS Strategic Plan 2002-05* and continue the “pace” of productivity by focusing on objectives in the following four areas: the Planning Model, the Accountability Process, the accelerated implementation of Campaigns for resource development, and the advancement of KCTCS with an increased focus on External constituents. The four target measurements are:

1. 100 percent of the Strategic Plan Model will be completed with the Board of Regents review by December 2004.
2. Increase the percent of diversity employment from 6.4 percent in 2003 to 6.9 percent in 2004 (a 0.5 percent increase).
3. Increase the percent of “non-public” funding by 10 percent from 2003 to 2004.
4. Demonstrate successful advocacy efforts in all 16 college districts.

MOTION: Mr. B. Robinson moved that the Board of Regents formally approve *P.A.C.E.* as the leadership focus for this year. Mr. West seconded the motion.

The Board discussed the objectives and how they might be met. It was noted that if approved, *P.A.C.E.* would be the basis for President McCall's evaluation at the end of the year.

VOTE: The motion was approved unanimously.

President McCall presented the President's Report, providing an update on current System activities. Some of the activities highlighted include enrollment, Black History Month, the Federalist Group, Higher Education Day, and a performance indicators update. The report in its entirety is attached (see Attachment C). It also can be accessed at <http://www.kctcs.edu/organization/board/meetings>.

**CONSENT
AGENDA**

Chair Read noted that the items on the Consent Agenda have been discussed separately during committee meetings of the Board of Regents.

RECOMMENDATION: That the following items listed under the Board's Consent Agenda be approved:

1. Academic Affairs and Curriculum Committee
 - I-2. Action: Ratification of New Credit Certificate and Diploma Programs. Each of the new credit certificate and diploma programs is applicable toward at least one degree program.
 - I-4. Action: KCTCS Colleges Candidates for Credentials. For the period of October 21, 2003, through January 5, 2004, there were 596 credential requests, including 142 certificates; 136 diplomas; 87 associate in arts; 29 associate in science; 191 associate in applied science; and 11 associate in applied technology.
2. Finance Committee
 - J-1. Action: Ratification of Personnel Actions. The personnel actions presented for ratification were advertised and followed equal opportunity guidelines for nondiscriminatory hiring practices.

VOTE: By unanimous consent, the consent agenda was approved.

**EXECUTIVE
COMMITTEE
REPORT**

Due to the absence of a quorum, the Executive Committee did not meet on February 19, 2003.

**ACTION: NAME
CHANGE FOR
MAYSVILLE
COMMUNITY
COLLEGE AND
ROWAN
TECHNICAL
COLLEGE**

RECOMMENDATION: That the KCTCS Board of Regents approve the request of Dr. Augusta Julian, Maysville Community College President and Maysville Community and Technical College District CEO, to rename the college resulting from the pursuit of single accreditation (SACS) and the consolidation of Maysville Community College and Rowan Technical College the "Maysville Community and Technical College," effective April 1, 2004.

Chair Read called on President McCall to provide additional information on this item. President McCall noted that the college followed a thorough plan to identify a new name for the college resulting from Maysville Community College's and Rowan Technical College's community-driven efforts to consolidate and to pursue single accreditation with the Commission on Colleges of the Southern Association of Colleges and Schools (SACS). President McCall introduced Dr. Julian, who highlighted the process used to determine the proposed name that included consideration of more than 30 names over a 2 ½ year timeframe.

MOTION: Mr. Callan moved that the KCTCS Board of Regents change the name of Maysville Community College and Rowan Technical College to "Maysville Community and Technical College." Dr. Wise seconded the motion.

VOTE: The motion was approved unanimously.

**ACTION: NAMING
OF THE STUDENT
COMMONS
BUILDING AT
SOMERSET
COMMUNITY
COLLEGE**

RECOMMENDATION: That the KCTCS Board of Regents approve the request of Dr. Jo Marshall, Somerset Community College President/CEO, to name the Student Commons Building of Somerset Community College “The Harold Rogers Student Commons.”

Chair Read called on President McCall to provide additional information related to this item. He noted that the proposed name was approved by the KCTCS Naming Advisory Committee and introduced Dr. Marshall. Dr. Marshall noted that the request to name the Student Commons Building in honor of Congressman Harold Rogers was a community-driven effort originating with the Pulaski Fiscal Court, the City Council of Somerset, and the Somerset-Pulaski Chamber of Commerce. The Somerset Community College Board of Directors also supports the proposed name. Dr. Marshall further noted that she talked with Congressman Rogers regarding the request and that he was greatly honored to have an academic building on the campus of the college in his hometown named for him.

The community sought to honor Congressman Rogers for his outstanding service to and representation of the 5th Congressional District, including Somerset Community College. He was instrumental in securing more than \$8.5 million to build the Student Commons on the campus of Somerset Community College and worked to make it possible for the college to receive a \$1.2 million allocation to build a roadway connecting the two Somerset campuses as well as a \$400,000 appropriation for a curriculum project. Congressman Rogers is a lifelong resident of south central Kentucky.

MOTION: Mr. Beasley moved that the KCTCS Board of Regents change the name of the Student Commons Building of Somerset Community College to “The Harold Rogers Student Commons” in recognition of Congressman Rogers’ significant contributions to education in the region. Mr. B. Robinson seconded the motion.

VOTE: The motion was approved unanimously.

RECESS

The Board of Regents recessed at 1:55 p.m. and reconvened at 2:08 p.m.

**ADDITON TO THE
AGENDA:**

**LEXINGTON
COMMUNITY
COLLEGE**

Chair Read called on President McCall to provide an update on the University of Kentucky Board of Trustees decision to transfer the governance of Lexington Community College to KCTCS. President McCall noted that he had communicated with University of Kentucky President Lee Todd regarding KCTCS Board of Regents support of whatever decision UK made related to LCC. The UK Board of Trustees decision to transfer LCC to KCTCS requires legislative action, and a bill and resolutions have already been filed. President McCall introduced Dr. Mike Nietzel, UK Provost, to provide information related to the UK Board of Trustee’s decision and resolution.

Dr. Nietzel reviewed the context for UK's decision, which primarily involves a Commission on Colleges of the Southern Association of Colleges and Schools (SACS) decision to put LCC on probation because of questions regarding LCC's organizational structure and institutional autonomy. The UK Board considered three options, including transferring LCC to KCTCS. Dr. Nietzel noted that the UK Board of Trustees knew that there would be a significant change in relationship to LCC regardless of what recommendation was chosen. The UK Board believed that transferring LCC to KCTCS would advance the college's mission because KCTCS is seen nationally as a model comprehensive community and technical college system. Dr. Nietzel noted that "the decision was reached with confidence and enthusiasm by the [UK] Board, although with a recognition of the need to maintain a close, emotional tie with LCC." Dr. Nietzel further noted that UK believes strongly in the *KCTCS Mission* and has great respect for the quality with which the *KCTCS Mission* has been achieved.

The KCTCS Board of Regents expressed the desire that any liability, such as leave reserves, insurance, etc., transferred with LCC be accompanied by the transfer of an equivalent asset to KCTCS. The KCTCS Board of Regents also discussed the ownership and usage of the current LCC physical plant as well as other financial and student concerns, including tuition and conferring credentials. Dr. Nietzel noted that UK would allow the continued use of current LCC buildings as long as necessary. President McCall noted that he and President Todd have appointed a team to work through transitional issues, such as the delegation of management responsibilities as well as student affairs and student services issues. It was noted that the UK Board of Trustees' resolution calls for the Council on Postsecondary Education to resolve issues on which UK and KCTCS are unable to agree.

Chair Read thanked Dr. Nietzel for talking with the Board of Regents. She noted that during the legislative session, the Executive Committee would represent the Board of Regents in urgent legislative matters that may surface. Such representation is based on *KCTCS Board of Regents Bylaws Section 10.2.3*, which states that "the Executive Committee shall be responsible for all matters related to the overall administration of KCTCS. Specifically, the Executive Committee shall advise KCTCS and recommend action on policies related to creating and maintaining the highest level of quality, public accountability, and institutional effectiveness at KCTCS colleges as it pertains to ... legislative issues...."

**ACTION: NEW
POLICY
PROPOSAL
FOR KCTCS
BOARD OF
REGENTS
POLICY 5.1 –
KCTCS
PRESIDENT
EXPENSES**

RECOMMENDATION: That the KCTCS Board of Regents approve the *KCTCS Board of Regents Policy 5.1 – KCTCS President Expenses* as presented in the agenda materials.

Chair Read called on Mr. Bean to present this item. The proposed policy is in response to the Board of Regents December 5, 2003, action to establish a policy related to KCTCS President expenses. It was noted at the December 2003 meeting that President McCall complies with the same expense policies as other KCTCS employees. The process for the president's expense reimbursement is only slightly different than the process for other KCTCS employees, since the president is provided an automobile as part of his compensation package and is reimbursed for actual business expenses.

MOTION: Mr. Bean moved that the KCTCS Board of Regents approve the *KCTCS Board of Regents Policy 5.1 – KCTCS President Expenses*:

All expenses incurred by the KCTCS President shall be on a reimbursement basis. The requests for reimbursement shall follow established KCTCS procedures and the KCTCS President's contract and be reviewed by and approved by the KCTCS Vice President of Finance and the KCTCS Comptroller prior to payment. The external auditors shall test this procedure as part of their annual audit.

Dr. Wise seconded the motion.

VOTE: The motion was approved unanimously.

**ACTION:
REVISION OF
POLICY 1.3.3.1 –
BOARDS OF
DIRECTORS OF
COMMUNITY
COLLEGES**

RECOMMENDATION: That the KCTCS Board of Regents approve the revisions to *Policy 1.3.3.1 – Boards of Directors of Community Colleges* as *Policy 1.3.3.1 – KCTCS College Board of Directors*.

Chair Read asked President McCall to provide additional information related to this item, which was presented as an information at the December 5, 2003, Board of Regents meeting. The proposed revision moves *KCTCS Administrative Policy 1.3.3.1 – Boards of Directors of Community Colleges* to *KCTCS Board of Regents Policy 1.3.3.1 – KCTCS College Board of Directors*. It would update the policy in regard to recent legislation (HB 223) enacted by the 2003 General Assembly, which revised and integrated the legislation dealing with local boards of directors.

The Board discussed whether a student could serve as Student Government Association President and as the student representative to the college's local board of directors. President McCall noted that the policy states that an election must be held and that election could result in the election of the same individual to both positions. In addition, the Board discussed that because colleges are becoming comprehensive community and technical colleges, faculty and staff representatives will soon need to represent all faculty and staff at their respective institutions. Chair Read noted that the membership of local college boards is defined by state statutes. Mr. West, one of the faculty regents, noted that having only one faculty representative on each local college board was appropriate. Mr. B. Robinson, one of the student regents, noted that he also thought the proposed revisions were good.

MOTION: Mr. B. Robinson moved that the KCTCS Board of Regents approve the revisions to *Policy 1.3.3.1 – Boards of Directors of Community Colleges* as *Policy 1.3.3.1 – KCTCS College Board of Directors*. Mr. West seconded the motion

VOTE: The motion was approved unanimously.

**ACTION:
REVISION OF
POLICY 2.0 –
KENTUCKY
COMMUNITY
AND
TECHNICAL
COLLEGE
SYSTEM
EMPLOYMENT**

RECOMMENDATION: That the KCTCS Board of Regents approve the revised *Policy 2.0 – Kentucky Community and Technical College Employment*.

Chair Read called on President McCall to provide additional information related to this item, which was presented as an information item at the December 5, 2003, Board of Regents meeting. President McCall noted that the proposed revisions were part of the ongoing policy review process. He highlighted the following revisions: employment status categories, employment types, and the continued focus on protecting the rights of KCTCS employees who remain in predecessor personnel rules systems (UK or 18A/151B).

The Board discussed various aspects of the proposed revisions, including the difference between employment types and employment status categories, the Board of Regents role in creating or revising policies, and the difference between operational administrative policies and procedures and Board of Regents policies. The Board also discussed tenure as referenced in the proposed policy. Chair Read recognized Mr. Jeffrey Crowder who asked a question regarding tenure and continuing status of 151B faculty.

President McCall emphasized that substantial differences exist between academic tenure as recognized by the Board of Regents and the continuing employment status defined in KRS Chapter 151B. It was further noted that promotion and tenure processes are not synonymous. KCTCS faculty who earned continuing status as 151B faculty do not have tenure as recognized nationally in academia. Academic tenure is earned through a rigorous peer review process that takes seven years to complete. The *Kentucky Postsecondary Education Improvement Act of 1997* allowed 151B employees transferred to KCTCS to retain their “continuing status,” awarded after four years of successful employment under the KRS Chapter 151B personnel system.

President McCall noted that it is the intent of the policy to protect the rights of employees remaining in predecessor personnel systems as well as the integrity of tenure as recognized nationally and in Board of Regents policy.

MOTION: Mr. Bean moved that Agenda Item H-5 be postponed for reconsideration at the next Board of Regents meeting. Mr. K. Robinson seconded the motion.

VOTE: The motion was approved unanimously.

**INFORMATION:
ONGOING
POLICY REVIEW
PROCESS –
PROPOSED
POLICY
REVISIONS**

Chair Read called on President McCall to provide additional information related to the proposed policy revisions. President McCall noted that the policy revisions are proposed for three policies as part of the ongoing policy review process.

Policy 1.4 – Internal Governance Structure of the Community Colleges and Technical Colleges

The proposed revisions would result in the creation of a single KCTCS Senate. A faculty workgroup representing all KCTCS colleges developed a draft integrated senate structure, which (with some edits) was accepted by both faculty councils in December 2003. Draft excerpts from the proposed policy revision were reviewed by both faculty councils as part of the RSVP process. In fall 2004 KCTCS will operate with one integrated faculty senate, representing all KCTCS faculty.

The Board discussed issues related to the proposed policy revisions, including whether the revisions were in conflict with the *KCTCS Board of Regents Bylaws*. Concern was raised by the Board regarding the authority given to the KCTCS Senate to appoint its membership to include members of the KCTCS Board of Regents. It was noted that the proposed policy infringes on the authority of the Board of Regents. The Board requested that these issues be clarified for presentation at the May 14, 2004, Board of Regents meeting.

Policy 2.1 – Kentucky Community and Technical College System Definition of Faculty, Faculty Rank, and Faculty Titles

The proposed revision of *Policy 2.1 – Kentucky Community and Technical College System Definition of Faculty, Faculty Rank, and Faculty Titles* integrates the community college and the technical college policy sections. Both faculty councils gave feedback on the definition of faculty as part of the RSVP process. Current statutes now use the term “professional” to refer to licensed counselors. Thus, the word “professional” in reference to librarians and counselors in the proposed KCTCS policy has been deleted. Upon approval of the proposed revision, all KCTCS policies will be reviewed to make this change where needed.

Policy 2.9.1.2 – Kentucky Community and Technical College System Academic Freedom Policy

Proposed revisions of *Policy 2.9.1.2 – Kentucky Community and Technical College System Academic Freedom Policy* delete the “Branch” reference in the last paragraph, update the name of the policy manual, and update the name of the appeal committee to reflect the integrated senate appeal committee.

Proposed revisions for each of the three policies will be presented as action items for the Board’s consideration at its May 14, 2004, meeting.

**UPDATE: 2004
LEGISLATIVE
SESSION**

Chair Read called on President McCall to update the Board of Regents on the 2004 Legislative Session. President McCall noted that an in-depth report was given on February 19, 2004, at the joint meeting of the KCTCS Board of Regents, KCTCS Foundation Board, and local college board chairs, including foundation board chairs. A hard copy of the legislative update was included in each member's President's Report folders.

**ACADEMIC
AFFAIRS AND
CURRICULUM
COMMITTEE
REPORT**

Academic Affairs and Curriculum Committee Vice Chair Dallas presented the committee's report to the Board of Regents.

**ACTION:
QUANTITATIVE
WAIVER FOR
CENTRAL
KENTUCKY
TECHNICAL
COLLEGE**

RECOMMENDATION: That the KCTCS Board of Regents adopt the resolution "Kentucky Community and Technical College System Board of Regents Resolution Approving a Request for a Quantitative Waiver for Central Kentucky Technical College" (see Attachment D), exercising its option for a quantitative waiver on behalf of Central Kentucky Technical College for the 2004 calendar year under the waiver provision of KRS 164.020, Section 19, as implemented through *Kentucky Administrative Regulation 13 KAR 2:060*.

Ms. Dallas noted that to institute new programs, colleges must show compliance with *Kentucky Plan* (equal opportunities) objectives. Compliance with objectives is based on data that is two years old. KCTCS colleges have four equal opportunity objectives. Central Kentucky Technical College is in compliance with two of the four objectives. Based on its progress and if Central's data were to be collected today, the college would be automatically eligible for new programs since it currently meets three out of the four EEO objectives.

MOTION: On behalf of the Academic Affairs and Curriculum Committee, Ms. Dallas moved that the KCTCS Board of Regents adopt the resolution "Kentucky Community and Technical College System Board of Regents Resolution Approving a Request for a Quantitative Waiver for Central Kentucky Technical College," exercising its option for a quantitative waiver on behalf of Central Kentucky Technical College for the 2004 calendar year under the waiver provision of KRS 164.020, Section 19, as implemented through *Kentucky Administrative Regulation 13 KAR 2:060*.

VOTE: The motion was approved unanimously.

***ACTION: NEW
PROGRAM
PROPOSALS***

***ASSOCIATE IN
ARTS AND
ASSOCIATE IN
SCIENCE,
CENTRAL
KENTUCKY
TECHNICAL
COLLEGE***

RECOMMENDATION: That the KCTCS Board of Regents approve an Associate in Arts (AA) and an Associate in Science (AS) for Central Kentucky Technical College to be implemented in fall 2004, contingent upon Board of Regents approval of a Quantitative Waiver for the college.

Ms. Dallas noted that Central Kentucky Technical College is the third and final technical college to request approval of AA/AS liberal arts transfer degree programs. Approval of the programs would enable the college to comply with the SACS criteria for accreditation and membership. Additionally, approval would further the college's goal of becoming a comprehensive community and technical college. The proposals meet all new program standards. Facilities currently exist to support the proposed program. Funding to hire new faculty has been approved.

The Board discussed the importance of the college providing library resources to support the transfer programs.

MOTION: On behalf of the Academic Affairs and Curriculum Committee, Ms. Dallas moved that the KCTCS Board of Regents approve an Associate in Arts (AA) and an Associate in Science (AS) for Central Kentucky Technical College to be implemented in fall 2004.

VOTE: The motion was approved unanimously.

Chair Read noted that AA and AS programs are now authorized in all KCTCS college districts.

***ASSOCIATE IN
APPLIED SCIENCE
IN ELECTRONICS
TECHNOLOGY,
CENTRAL
KENTUCKY
TECHNICAL
COLLEGE***

RECOMMENDATION: That the KCTCS Board of Regents approve an Associate in Applied Science (AAS) in Electronics Technology for Central Kentucky Technical College to be implemented in fall 2004, contingent upon Board of Regents approval of a Quantitative Waiver for the college.

Ms. Dallas noted that the proposed degree will enable Central Kentucky Technical College to provide education and training necessary to develop a skilled and versatile workforce for local and regional industries. A community-based survey of local industry demonstrated tremendous support for the proposed program, especially from Toyota and 3M. The proposed 72-76 credit hour degree program is based on approved KCTCS curricula.

MOTION: On behalf of the Academic Affairs and Curriculum Committee, Ms. Dallas moved that the KCTCS Board of Regents approve an Associate in Applied Science (AAS) in Electronics Technology for Central Kentucky Technical College to be implemented in fall 2004.

VOTE: The motion was approved unanimously.

ASSOCIATE IN
APPLIED SCIENCE
IN INFORMATION
TECHNOLOGY,
CENTRAL
KENTUCKY
TECHNICAL
COLLEGE

RECOMMENDATION: That the KCTCS Board of Regents approve an Associate in Applied Science (AAS) in Information Technology with options in Computer Programming, Database Administration (Oracle and Microsoft Tracks), Electronic Commerce, Information System Support, Network Administration (Cisco Associate, Cisco Professional, and Microsoft Tracks), and Web Development and Administration for Central Kentucky Technical College to be implemented in fall 2004, contingent upon Board of Regents approval of a Quantitative Waiver for the college.

Ms. Dallas noted that a community-based survey of local industry demonstrated community need for the Information Technology program and proposed options. Local industries project 26 to 37 vacancies annually in this program area. According to the *Kentucky Occupational Outlook to 2005*, computer system analyst is expected to be one of the fastest growing occupations through 2008.

MOTION: On behalf of the Academic Affairs and Curriculum Committee, Ms. Dallas moved that the KCTCS Board of Regents approve an Associate in Applied Science (AAS) in Information Technology with options in Computer Programming, Database Administration (Oracle and Microsoft Tracks), Electronic Commerce, Information System Support, Network Administration (Cisco Associate, Cisco Professional, and Microsoft Tracks), and Web Development and Administration for Central Kentucky Technical College to be implemented in fall 2004.

VOTE: The motion was approved unanimously.

ASSOCIATE IN
APPLIED SCIENCE
IN
BIOTECHNOLOGY,
OWENSBORO
COMMUNITY AND
TECHNICAL
COLLEGE

RECOMMENDATION: That the KCTCS Board of Regents approve an Associate in Applied Science (AAS) in Biotechnology for Owensboro Community and Technical College to be implemented in fall 2004.

Ms. Dallas noted that this program proposal is in direct response to the requests of a local biotechnology company and community leaders. Daviess County is the home of the Large Scale Biology, Inc. (LSBC), a biotechnology processing firm that has become an integral part of the local economy. The Owensboro area is one of the largest tobacco producing areas in the state; but due to changing economic conditions, tobacco production is becoming less lucrative for area farmers. Because of the expertise of the Owensboro area in raising tobacco, the community has become a center for biotechnology.

Ms. Dallas noted that the committee discussed risk management issues associated with the program. A pilot program will be a collaborative effort with the University of Kentucky. The Federal Food and Drug Administration also will monitor risk management issues.

MOTION: On behalf of the Academic Affairs and Curriculum Committee, Ms. Dallas moved that the KCTCS Board of Regents approve an Associate in Applied Science (AAS) in Biotechnology for Owensboro Community and Technical College to be implemented in fall 2004.

VOTE: The motion was approved unanimously.

**UPDATE: KENTUCKY
PLAN FOR EQUAL
OPPORTUNITIES**

Ms. Dallas called attention to the *KCTCS Compliance with the Kentucky Plan: February 2004* booklet in each member's President's Report folder. She noted that as a result of consolidation efforts, KCTCS sought and gained approval from CPE for the review of its *Kentucky Plan* compliance to be completed within the existing college structure. CPE's most recent assessment of KCTCS is based on an evaluation of each college as a comprehensive institution, when accreditation and consolidation are complete. For colleges in those districts that have not yet received SACS approval for consolidation as a comprehensive community and technical college, CPE continues to evaluate the colleges separately as a community college or technical college.

**UPDATE:
ACCREDITATION
VISIT**

Ms. Dallas reported on the recent accreditation visit to Elizabethtown Community and Technical College by a SACS visiting team related to single accreditation and consolidation. The February 2-4, 2004, visit resulted in only five recommendations (the average number of recommendations is 25).

UPDATE: TRANSFER

Ms. Dallas noted that the committee received an update on the status of transfer of KCTCS college credit to other postsecondary education institutions. Twenty-seven transfer agreements have been completed since the December 5, 2003, Board of Regents meeting.

**UPDATE: DUAL
CREDIT**

Ms. Dallas noted that at the committee meeting, Dr. Nicholas Brake, Dean of Institutional Effectiveness and *Discover College* at Owensboro Community and Technical College, gave a presentation on dual credit and early/middle college initiatives at the college. The college has 1,200 students enrolled in dual credit initiatives.

Dr. Wise thanked Ms. Dallas for chairing the committee meeting in his absence.

**FINANCE,
TECHNOLOGY, AND
HUMAN RESOURCES
COMMITTEE REPORT**

Finance, Technology, and Human Resources Committee Chair Beasley presented the committee's report to the Board of Regents.

**UPDATE: REPORT
ON THE 2003-04
BUDGET
REDUCTIONS AND
THE 2004-06
BIENNIAL BUDGET
RECOMMENDATION**

Mr. Beasley noted that since January 5, 2004, the 2003-04 KCTCS budget has been reduced more than \$10 million. The reduction occurred in two separate budget reduction actions. The first reduction was January 5, 2004, and reduced the KCTCS recurring state appropriation approximately \$4.4 million. The January 20, 2004, nonrecurring reduction totaled approximately \$5.8 million and targeted restricted funds, including tuition and fees revenue, auxiliary funds revenue, and certain government grants.

Mr. Beasley noted that Governor Ernie Fletcher has recommended that \$1.3 million be added back to the KCTCS budget in 2004-05 for maintenance and operations costs associated with the seven new facilities approved by the 2000 General Assembly. Mr. Beasley further noted that the System Office budget also has been reduced approximately 14 percent this fiscal year as a part of the systemwide budget reductions.

Mr. Beasley highlighted the following funding recommendations in the *2004-06 Executive Biennial Budget Recommendations* presented to the General Assembly on January 27, 2004, by Governor Fletcher:

- Make routine debt service adjustments in 2004-05 and 2005-06.
- Provide in 2005-06 recurring maintenance and operations support for seven new facilities previously authorized by the General Assembly.
- Include bond funds to construct six new facilities and renovate one existing facility.

**UPDATE: KCTCS
QUARTERLY
FINANCIAL REPORT**

Mr. Beasley reported that the Statement of Revenues and Expenditures for the quarter beginning October 1, 2003, and ending December 31, 2003, reflects total revenues at 58 percent of the budgeted revenue and appropriated funds. The Statement of Net Assets reflects the overall financial position of the System. Mr. Beasley noted that the System is in excellent financial position.

**UPDATE: KCTCS
FOUNDATION, INC.**

Mr. Beasley updated the Board on the KCTCS Foundation, Inc. and the *Fulfilling the Promise* major gifts campaign. The next Foundation Board meeting will be March 2, 2004, at the KCTCS System Office.

**UPDATE:
INFORMATION
TECHNOLOGY**

Mr. Beasley reported that the committee received a very good report on the System's information technology initiatives. He highlighted the committee's discussion, which included the following topics:

- Implementation of student self-service features for PeopleSoft 8.0 in a pilot project at Owensboro Community and Technical College. Features may be rolled out to the remaining colleges in spring 2004.
- Addition of self-service registration in late spring 2004 for at least one pilot college.
- Postponement of implementing Financials 8.8 until the next fiscal year due to recent budget reductions.

- Implementation of the Kentucky Postsecondary Education Network (KPEN) by Alltel.
- Completion of Voice Over Internet Protocol (VOIP) telephone systems at over half of the KCTCS colleges.

Mr. Beasley noted that the committee also discussed information technology security issues.

NEXT REGULAR MEETING

Chair Read announced that the next regular Board of Regents meeting would be May 14, 2004, at Maysville Community and Technical College,* Maysville, Kentucky.

ADJOURNMENT

MOTION: Mr. B. Robinson moved that the Board of Regents adjourn. Mr. Bean seconded the motion.

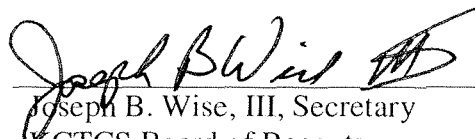
VOTE: The motion passed unanimously, and the meeting adjourned at 4:45 p.m. (ET).

5/14/04


Date Approved by the
KCTCS Board of
Regents



Cynthia L. Read, Chair
KCTCS Board of Regents



Joseph B. Wise, III, Secretary
KCTCS Board of Regents



Michael B. McCall, Ed.D.
KCTCS President

* New name effective April 1, 2004.

**KCTCS Board of Regents
Meeting Guests – February 20, 2004**

***President's
Cabinet***

Dr. Michael B. McCall, President
Dr. Keith W. Bird
Mr. Timothy R. Burcham
Dr. Candace S. Gosnell
Hon. Beverly H. Haverstock
Ms. Beth R. Hilliard
Dr. Jon S. Hesseldenz
Mr. J. Kenneth Walker

***System
Office Staff***

Mr. Bryan Armstrong
Ms. Billie Hardin
Mr. Brendan Lehane
Dr. Joan Lucas

Colleges

Central Kentucky Technical College

Mr. Ron Baugh
Mr. William R. Davis, Jr.
Mr. Kevin Dunn
Ms. Bonnie Nicholson
Mr. Paul Turner

*Hazard Community and Technical
College*

Dr. Jay Box

*Jefferson Community and Technical
College District*

Mr. Jeffrey Crowder
Ms. Pamela Larkin
Dr. Tony Newberry
Dr. John Wieland

*Maysville Community and Technical
College District*

Dr. Augusta Julian

*Owensboro Community and Technical
College*

Dr. Jacqueline Addington
Dr. Greg Labyak

Somerset Community College

Dr. Jo Marshall
Ms. Ann Zwick

Other Guests

Ms. Charlene Harris, Somerset
Community College Board of
Directors
Dr. Michael Nietzel, University of
Kentucky Provost
Mr. Robert Tye, AFT-KY

P.A.C.E.

Dr. Michael B. McCall, 2004 Objectives

The Kentucky Community and Technical College System (KCTCS) will sustain the momentum of successfully achieving the goals and priorities of the System Strategic Plan with leadership focus on essential areas for 2004. Continuing the P.A.C.E. of productivity includes objectives in the following four areas: the Planning Model, the Accountability Process, the accelerated implementation of Campaigns for resource development, and the advancement of KCTCS with an increased focus on External constituents. Listed below are the objectives and success indicators.

PLANNING

OBJECTIVE: Lead KCTCS in the process of designing the 2006-2010 Strategic Planning Model while completing the 2000-2005 Strategic Plan.

As indicators of success, KCTCS will:

- Involve a variety of stakeholders in strategic planning
- Align the budget process with the planning process
- Implement communication plan on goals and priorities
- Publish materials on achievements and progress

As evidenced by the:

- Stakeholders participating in the strategic planning process
- Completion of 2006-10 Plan design prior to budget process
- Strategic Needs Analysis based on the strategic plan to develop the 2006-08 biennial budget request
- Layout of complete communication plan for dissemination during and after planning process
- Publications, team meetings, and presentations

ACCOUNTABILITY

OBJECTIVE: Improve the process to measure and communicate continuous achievement of the KCTCS mission and mandates (*transfer education, workforce training, preparatory education, and community development*).

As indicators of success, KCTCS will:

- Enhance data collection for use in planning and decision making
- Improve analysis and interpretation of data
- Communicate results to stakeholders
- Monitor diversity recruitment and hiring

As evidenced by the:

- Collection and reporting on expanded data on KCTCS transfer students
- Combination of census data with KCTCS data to determine market penetration
- Enhanced reporting in various formats (graphs/charts) to show progress
- Data used in developing the 2006-10 Strategic Plan
- Report on diversity hiring by KCTCS

CAMPAIGNS

OBJECTIVE: Accelerate the implementation of the comprehensive resource development program for KCTCS.

As indicators of success, KCTCS will:

- Diversify funding sources
- Pursue federal appropriations
- Continue the implementation of the *Fulfilling the Promise Campaign*

As evidenced by the:

- Increased revenue from funding sources other than state appropriation and tuition
- Specific earmarks for KCTCS/colleges in federal appropriations bills
- Private gifts to KCTCS/colleges resulting from solicitations for the *Fulfilling the Promise Campaign*

EXTERNAL

OBJECTIVE: Enlist and engage strategic alliances and constituencies to advance KCTCS.

As indicators of success, KCTCS will:

- Promote KCTCS on national, state, and local levels
- Increase programs and initiatives serving businesses and industry
- Enhance the advocacy role of stakeholders in promoting KCTCS to government leaders (federal, state, and local)
- Expand P-16 partnerships

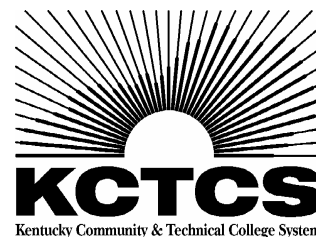
As evidenced by the:

- Publications, presentations, and leadership roles
- Businesses and industries served
- Educational partnerships
- Contacts, events, and activities that involve external stakeholders and advocates at the local, state, and federal level

President's Report

Board of Regents Meeting

February 20, 2004



Jefferson Community and Technical College District

Shelby County Campus

Shelbyville, Kentucky

The following information provides updates on the efforts to accomplish the KCTCS GOALS as outlined in the Strategic Plan 2000-2005, July 2003 Edition.

STUDENT ACCESS, SUCCESS, and SERVICES

KCTCS colleges will increase student access and promote student success through responsive, innovative student support programs and services.

Enrollment Management (PACE) – Accountability

As of February 6, 2004, the spring 2004 enrollment is 52,723 – a 2 percent increase when compared to last year at this time. Colleges have until April 1st to enroll bi-term courses, dual credit high school students, business and industry training courses, and fire rescue students. The official enrollment for spring 2003 was 60,546.

Systemwide retention from fall 2002 to fall 2003 was 55.2 percent, exceeding the CPE goal. The retention goal set by CPE for fall 2002 first-time students who continue in higher education into fall 2003 or have graduated with a certificate or diploma was 54.8 percent.

Online Spring Enrollments (PACE) - Accountability

Preliminary spring enrollments for KCTCS colleges' online courses support by the Kentucky Virtual University (KYVU) are nearly 10,000 enrollments. This represents a 28 percent increase from fall 2003 and a 47 percent increase from spring 2003.

Articulation/Dual Credit (PACE) - External

The statewide 2+2 Education Partnership Agreement signed in October 2003 is being implemented through certificate and degree components in seven colleges and the Paraeducator certificate in two additional colleges. KCTCS and its partners have developed a dissemination strategy that is being implemented through presentations, articles, materials, and websites. For example, the Council on Postsecondary Education has posted a summary and KCTCS college contact information on its website. (The CPE website information indicated is in an article in the *Kentucky Educator*, which goes to 40,000 educators in Kentucky.)



Presentations of this partnership already have been made to the Kentucky Teacher Quality Summit, local and statewide P-16 councils and networks, and the SACS/COC Conference. Other presentations scheduled include the National Paraeducators' Conference, National Institute for Staff and Organizational Development, New Horizons, and additional local P-16 Councils.

Ready-to-Work (PACE) – Campaign & External

In July 2003, a new pilot component of the KCTCS Ready-to-Work (RTW) contract was added to extend RTW services (including work study) to the transitioning adult basic education/GED population – “Work and Learn.” The Cabinet for Families and Children, Kentucky Adult Education, and KCTCS agreed to pilot this transitioning effort in five counties (Daviess, Hopkins, Johnson, Mason, and Pike) within the existing budget allocation. Effective January 2004, the Cabinet for Health and Family Services (formerly Cabinet for Families and Children) expanded the RTW contract by \$1,871,000 to a total of \$4,371,000 for fiscal year 2003-04. The additional resources were earmarked for expansion of the work study and “Work and Learn” components of RTW.

There were 1,525 students participating in Ready-to-Work in the fall 2003 semester, a 20 percent increase over fall 2002. The number of participants in RTW work-study for the fall 2003 semester was 608, a 26 percent increase in RTW work study from fall 2002. The average GPA for RTW students for the fall 2003 semester was 2.66 (on a 4.0 scale). The average within-semester retention rate (the number enrolled compared to the number who completed the semester) for the RTW students for fall 2003 was 90 percent. The average across-semester retention rate (those students returning to the fall semester from the previous spring semester) for the RTW students in fall 2003 was 81 percent.

Adult Education Dual Enrollment-PLATO (PACE) - External

In the spring 2004 semester, over 800 developmental education enrollments in five KCTCS districts are in the Kentucky Virtual Adult Education (KYVAE) PLATO-supported courses and represent dual (KCTCS/KYVAE) enrollments. This collaboration provides KCTCS developmental education students online access to the KYVAE-funded PLATO instructional software as a supplement to their developmental education course(s). Ten more KCTCS developmental education faculty have been trained in early February and now have access to PLATO as a tool for supplemental instruction for their developmental education classes. Over 70 KCTCS faculty have received training to use PLATO to supplement instruction for developmental students.

KCTCS Adult Education Providers (PACE) - External

Kentucky is one of several states in which the Council for the Advancement of Adult Literacy (CAAL) is conducting a case study on the role of community colleges in providing adult education and literacy services and how that role might be improved. The Kentucky case study is a component of a larger CAAL research effort focusing on the relationship of community colleges and adult education. The Kentucky case study has been funded by Kentucky Adult Education through a joint memorandum of agreement with KCTCS. The final report will be available in late spring.

PROGRAM QUALITY and EFFECTIVENESS

In response to community needs, KCTCS colleges will expand and develop innovative, high quality programs incorporating the best practices of teaching and learning.

Kentucky eLearning Strategic Steering Team and Work Groups (PACE) - External

KCTCS, members of the Distance Learning Peer Team, and others are actively involved in drafting an eLearning Strategic Plan for Kentucky. The CPE's Distance Learning Advisory Committee (DLAC) has appointed members from universities and KCTCS to serve on the eLearning Strategic Steering Team and on the Policy, Programs, Student Support, and Infrastructure Work Groups. The goal is to draft an eLearning Strategic Plan for Kentucky for presentation to DLAC in spring 2004. The plan will establish a vision for distance education that meets institutional, System, and state goals. It will also define the distance education policies, programming, support services, and infrastructure that are required to realize the eLearning vision of DLAC. Finally, the plan will include recommendations for changes in role and membership of DLAC.

Project SAIL (Specialty Asynchronous Industry Learning) (PACE) - External

KCTCS has been invited to become a partner in Project SAIL, a national network promoting access, exchange, and dissemination of specialized industry-driven programs anywhere and anytime for community and technical college students. The project partnership, funded by The League for Innovation with support from the Alfred P. Sloan Foundation, will focus on targeting specialty asynchronous industry learning content, providing access to existing programs and degrees, and developing a model curriculum/content-exchange system.

PROFESSIONAL and ORGANIZATIONAL DEVELOPMENT

KCTCS colleges will invest in the development of faculty and staff and will support dynamic, unified, healthy, and rewarding campus environments.

Compensation and Classification Plan-Update (PACE) - Accountability

The focus of the Classification and Compensation Plan has shifted to maintenance activities and working with colleges to ensure the plan is responsive to employment needs utilizing the guiding principles. Market trends are being monitored to determine the amount of structure adjustment needed to maintain a competitive position within available resources.

2003-04 New Horizon's President's Leadership Seminar (PACE) - Planning

The 2003-04 President's Leadership Seminar class, comprised of 29 faculty and staff from across the System, will meet March 18-19, 2004, in Lexington. This program continues to focus on promoting and strengthening leadership skills in and among faculty and staff to advance the *KCTCS Strategic Plan*. This session of the President's Leadership Seminar will focus on providing the participants an understanding of their own individual leadership styles and an opportunity to work on a planning project of significance to the System. Additionally, the participants will select one faculty winner and one staff winner for the 2004 New Horizon Awards of Excellence.

Performance Appraisal Workgroup (PACE) - Accountability

The workgroup has met twice and is revising current KCTCS practices regarding the planning and evaluation process for personnel. The workgroup will develop recommendations for consideration by the President's Leadership Team.

Black History Month Activities

Art, drama, music, readings, and an overnight Learning Lock-in were among the many activities planned in celebration of Black History Month at KCTCS colleges. One activity which had far reaching appeal was a panel discussion, *The Plight of the Black Male in America: A Discussion of the Issues and Solutions to the Problems*, hosted by Central Kentucky Technical College.

COMMUNITY/ECONOMIC DEVELOPMENT and PARTNERSHIPS

KCTCS colleges will strengthen the economic development of our communities and state by expanding educational opportunities, improving outreach services, and creating new partnerships.

KY WINS (PACE) - External

To date, KY WINS has completed 57 projects, resulting in the creation of 1,860 new jobs and serving 5,713 individuals through training and assessment. Currently, 50 projects remain active and are estimated to serve over 22,000 participants and create 3,600 new jobs.

To date, 63 KCTCS projects have been approved for Workforce Alliance funding, representing a financial commitment of \$640,738 and 3,751 individuals served. The Kentucky Adult Education Council on Postsecondary Education has agreed to process a contract extension to carry forward the uncommitted or unspent portion of the \$900,000 Workforce Alliance commitment through June 30, 2004.

Homeland Security (PACE) - External

The KCTCS Homeland Security Information Technology Team, in partnership with the Kentucky Information Technology Center, is developing a series of Cyber-Security workshops for business and industry. A train-the-trainer session for the first workshop in the series, "Security for Everyone," was held at Elizabethtown Community and Technical College on January 23, 2004. Eight Information Technology instructors from KCTCS colleges across the state attended.

Commodity Growers (PACE) - External

KCTCS, in partnership with the Commodity Growers Association, is offering basic computer classes to farmers at four colleges across the state. On January 21, 2004, a train-the-trainer program was delivered by Maysville Community and Technical College to instructors from Elizabethtown Community and Technical College, Hopkinsville Community College, and Somerset Community College.

Vital Statistics (PACE) - External

KCTCS, in an agreement with the Department for Health Services, Vital Statistics, will deliver new software training to hospitals at seven colleges across the state. Instructors from seven KCTCS colleges were trained in the new software application on January 14, 2004.

Customer Service Hospitality Course (PACE) - External

In partnership with the Kentucky Department of Travel, KCTCS has developed a customized Introduction to Customer Service Hospitality course for Kentucky, to be offered to frontline workers in the Tourism industry. The course is also designed to offer entry-level workers access to college credit. Nine people attended the first pilot course at Henderson Community College on

September 13, 2003. A second pilot was offered in Frankfort on December 16, 2003, in conjunction with the Frankfort/Franklin County Tourist and Convention Bureau. Eleven people attended from area businesses.

Economic Development, Employment, and Education (e3) Initiative (PACE) - External

The Kentucky Department for Training and ReEmployment invited KCTCS to be part of the team to attend “Achieving the Synergy of e3 Together.” This conference was sponsored by the U.S. Department of Labor and focused on establishing effective partnerships that address workforce challenges. Education, especially the role of community colleges in the delivery of workforce training to business and industry, was a critical component of the e3 initiative. The other two components are employment and economic development. The conference was held January 13-14, 2004, in Washington, D.C.

Human Services Career Pathways (PACE) - External

KCTCS was invited by the Kentucky University Training Consortium to attend the University Continuing Education Association’s Workforce Development Forum January 14–16, 2004, in San Francisco to co-present the Human Services Career Pathway model as a best practice for “Forging Partnerships that Work.”

FIPSE Grant (PACE) - External

KCTCS has been asked to join with Florence-Darlington Technical College in South Carolina as the second U.S. partner in an international grant funded by the European Union Fund for the Improvement of Postsecondary Education (EU FIPSE). KCTCS will focus on Economics. Faculty from Jefferson Community College and other colleges will conduct classes, via ITV, in collaboration with our designated European partner in England. Funds are allocated for student travel and study in England.

KIT Center (PACE) - External

The Kentucky Information Technology Center (KIT Center) presented 61 workshops in 2003 in multimedia and Network Administration at several different locations. One of the Networking workshops was done in conjunction with the Microsoft Regional IT Center.

CISCO Conference (PACE) - External

In conjunction with the Kentucky Department of Education and the Kentucky Department of Technical Education, a statewide CISCO meeting was held in Elizabethtown on January 21, 2004. The meeting was attended by more than 100 faculty and administrators. Changes in curriculum, contracts, and retooling were the subjects of the discussion. Regional meetings were also a part of the conference.

Working Connections Institute (PACE) – Campaign & External

KCTCS has been notified that it has received funding for the second Annual Working Connections Institute, which will be held in August. The goal of the Working Connections project is to help community colleges develop and enhance information technology (IT) training programs. These training programs feature local business/industry partnerships, IT curriculum development, workforce development for disadvantaged populations, and faculty/staff development. The project is led by the American Association of Community Colleges and the National Workforce Center for Emerging Technologies. The funding is approximately \$37,500.

K-TEAM/SCANS Conference (PACE) - External

The National Science Foundation, which funded SCANS and K-Team projects, held a two-day conference in Louisville February 10-11, 2004, to expand these projects to the entire System now that the projects have been successfully piloted. Speakers at the conference included Arnold Packer from John Hopkins and Elaine Craft from the South Carolina Technical and Community College System.

Workforce Development Institute (PACE) - Accountability & External

KCTCS participated in four presentations for the American Association of Community Colleges (AACC) Workforce Development Institute in New Orleans January 29–31, 2004. The presentations were “Unlocking a World of Possibilities,” “Addressing Workforce Needs in Geographic Information Systems (GIS): AACC’s MentorLinks Project,” “KCTCS Development of Virtual Reality Technology,” and “Learning and Innovation Networks: A Ford Foundation Project to Enable Joint Learning and Collaborative Projects in Key Industry Clusters.”

KDE/DTE Articulation Agreements - Kentucky Skill Standards Certificates (PACE) - External

With the recent emphasis on career clusters and skill standards testing, KCTCS curriculum faculty are working with representatives of the Kentucky Department of Education and the Department of Technical Education to complete an agreement for KCTCS colleges offering degrees in business and marketing to articulate college-level credit for high school students who pass the Administrative Support Skill Standards Assessment or the Financial Services Skill Standards Assessment.

Fulbright Commission (PACE) – External

KCTCS will have its second representative in two years participate in the Fulbright United States-Germany International Education Administrators Program. The 2004 Fulbright Seminar is a three-week program that includes visits throughout Germany with postsecondary institutions and the U.S. Embassy; 25 participants are selected from across the United States to participate in this seminar.

RESOURCE DEVELOPMENT

KCTCS will seek additional fiscal, physical, and information technology resources and will use all resources effectively and efficiently to serve students.

The Federalist Group (PACE) – Campaign & External

KCTCS has contracted with The Federalist Group in Washington, D.C., to enhance a long-term federal government relations program, to maximize the potential for grant funds from federal agencies, to secure specific congressional appropriations in support of KCTCS goals, and to provide advice and counsel on governmental trends and anticipated federal legislation/regulations that may present opportunities and challenges for KCTCS.

Major Gifts Campaign Update (PACE) - Campaign

The KCTCS Office of Institutional Advancement continues to implement its Plan of Campaign for system-level, statewide initiatives. Very successful Selection and Enlistment meetings were conducted in Lexington and Louisville in December 2003 and Lead Gift prospects were identified and evaluated. Plans are being implemented to enlist a campaign chair and co-chairs for the statewide System Office Campaign. Leadership awareness sessions are being planned to increase awareness, cultivate friendships, determine needs of the prospects, and to obtain advice that will assist KCTCS in launching the external phase of the major gifts campaign.

Bowling Green, Henderson, Hopkinsville, Madisonville, and Owensboro have completed their employee campaign divisions. Bowling Green and Madisonville board divisions have concluded with 100 percent participation. Henderson, Hopkinsville, and Owensboro board divisions are in progress. Internal campaigns (employee and board divisions) are currently being implemented at Ashland, Central, Jefferson, Maysville, Somerset, and Southeast; and the college CEOs are conducting executive awareness sessions as appropriate. Leadership awareness sessions are continuing in Bowling Green, Hopkinsville, Madisonville, and Owensboro; and these colleges are moving forward with their external campaigns.

Meridian Communications has produced printed campaign materials and videos for the System Office, Bowling Green, Henderson, Hopkinsville, Madisonville, Owensboro, and Southeast.

West Kentucky Community and Technical College's Feasibility Study interviews were conducted in December 2003, and the findings were presented on January 29, 2004. Elizabethtown, Gateway, and Hazard Feasibility Studies are scheduled for spring 2004. All KCTCS colleges should be in campaign by fall 2004.

Information Technology Update - (PACE) - Accountability

Student self-service features have been implemented for PeopleSoft 8.0 in a pilot project at Owensboro Community and Technical College. Based on the experience at Owensboro, the features will be rolled out to the remaining colleges spring 2004. The self-service features include online access to schedules, billing, payment history, grades, open classes, course descriptions, and anticipated financial aid. In addition, online payment of tuition by credit card will be introduced during this pilot project. A work group is now planning to add self-service registration in late spring 2004 for at least one pilot college to accomplish the advance registration for the 2004 summer and fall terms. Web-based registration will be used for all colleges based on the results of this trial in fall 2004.

The web-based Financials modules of the PeopleSoft Enterprise software, version 8.8, have been delivered and are installed on our development server. This version is an almost complete rewrite of the previous version. The differences are in accordance with the recently adopted GASB standards for higher education accounting. Because of the need for professional consulting in the setup and implementation of this new software, in addition to the recent budget cuts, implementation of Financials 8.8 will be postponed until the next fiscal year.

The Kentucky Postsecondary Education Network (KPEN) is being implemented now by Alltel, the winner of the Request for Proposal bidding competition. Implementation should be complete by April 1, 2004.

In related communications technology, Voice Over Internet Protocol (VOIP) telephone systems have been implemented at over half of the KCTCS colleges. Implementation is complete at Big Sandy Community and Technical College and is underway at the Maysville district, Bluegrass district, Jefferson district, Southeast Community College, and Henderson Community College. These will be in operation during the 2003-04 fiscal year. It is possible that all other colleges and districts can be added during this same fiscal year. If not, all will be finished in 2004-05 fiscal year.

Project Versailles

The renovation of the former Texas Instruments Plant began in December 2003. The general contractor is Leake & Son, Inc. of Richmond, Kentucky. The System Office is scheduled to be moved to the Versailles location by September 2004. Other progress to report is as follows:

- Interior design and office layout have been completed with color selections for workstations, interior/exterior painting, carpet, and other related furnishings and equipment.
- Mock workstations have been on display for System Office staff review.
- Information technology requirements have been awarded to various contractors. Distance learning capabilities will be included as well as training rooms and assembly areas. These facilities will provide seating capacity for up to 400 individuals.
- Service contracts for food/vending operations, catering, grounds maintenance, janitorial, and central supply/mail/copy center functions are being developed.

UNIFIED SYSTEM of COLLEGES and PUBLIC RECOGNITION

KCTCS will be a unified system of comprehensive community and technical colleges, recognized as a state and national leader in postsecondary education.

Accreditation Update (PACE) - Accountability

The following consolidations were approved at the December 2003 meeting of the Commission on Colleges of the Southern Association of Colleges and Schools (SACS) in Nashville, Tennessee:

- Ashland Community and Technical College.
- Big Sandy Community and Technical College.
- West Kentucky Community and Technical College.

The following colleges will host (or have hosted) visiting teams of the Commission on Colleges of the Southern Association of Colleges and Schools (SACS) regarding their consolidation requests:

- Elizabethtown Community and Technical College, February 2-4, 2004.
- Maysville Community College and Rowan Technical College, March 29-31, 2004.

The following colleges will host visiting teams of the Council on Occupational Education (COE) regarding reaffirmation of accreditation:

- Bowling Green Technical College, April 19-24, 2004.
- Central Kentucky Technical College, May 24-28, 2004.

Higher Education Day (PACE) – External

Chair Read, President McCall, and community and technical college leaders from across Kentucky traveled to the Capitol on February 5, 2004, to persuade legislators to adequately fund KCTCS colleges. This effort was coordinated in conjunction with Higher Education Day in Frankfort,

sponsored by the Council on Postsecondary Education (CPE) and the newly formed Inter-Alumni Council. During the day, KCTCS leaders scheduled meetings with their local legislators, seeking support for the following initiatives:

- The CPE legislative agenda
- KCTCS special initiatives
- The KCTCS Capital Budget

The KCTCS effort promoted the theme of “KCTCS: Education and Training that Sparks Kentucky’s Economic Engine.” KCTCS college presidents, accompanied by community leaders, discussed with their legislators the impact that budget cuts are having on the ability of colleges to meet the needs of students, communities, and business and industry.

Recognition of Changing Lives Campaign (PACE) – External

KCTCS was honored with two admissions marketing report awards for 2003: a silver award for the *Changing Lives Bulletin Board* magazine advertisement and a bronze award for the *Changing Lives CD-ROM Viewbook*. West Kentucky Community and Technical College also received an award for the television advertising series “Where will you go to college?”

Published Reports (PACE) – Accountability

KCTCS published two separate annual reports to demonstrate accountability. One covered the progress made towards the goals and mandates of the *Kentucky Postsecondary Education Improvement Act of 1997*. The other chronicled accomplishments under the *KCTCS Strategic Plan*. Together, the reports chart the progress of KCTCS toward accomplishing its mission and attaining its vision.

Media Coverage (PACE) – External

The System Office and colleges are engaging in an aggressive communications plan to generate support for the KCTCS legislative agenda and appropriate funding levels. The efforts have earned a substantial amount of coverage in the news media in Kentucky and on the national level.

American Diploma Project (PACE) - External

KCTCS participated in a press conference on February 10, 2004, at the National Press Club in Washington, D.C., announcing the results of the American Diploma Project, a two year project involving five states: Indiana, Kentucky, Massachusetts, Nevada, and Texas. The purpose of the project is to establish new high school standards that link more closely to the demands that graduates face in today’s economy and postsecondary education. Following the release of the findings from the project’s publication, Ready or Not: Creating a High School Diploma that Counts, KCTCS participated in a panel with representatives from the other states providing the community college perspective on “Raising High School Exit Expectations in the Real World.”

OTHER HIGHLIGHTS:

Lexington Community College (LCC) Update (PACE) – External

The University of Kentucky's Board of Trustees held a special meeting on February 10, 2004, to take action on the recommendations of the *Special Task Force on Options for SACS Accreditation of the Lexington Community College*, the Board's Academic Affairs Committee, and University of Kentucky President Lee Todd to transfer LCC to KCTCS. The Board of Trustees approved the recommendation to transfer LCC to KCTCS.

On December 16, 2004, President McCall participated in a legislative briefing hosted by the University of Kentucky to review the options for LCC with the local legislative delegations. He also participated in a forum with the LCC faculty and staff hosted on the LCC campus on January 9, 2004, to discuss and answer questions related to the possible transfer of LCC from the University of Kentucky to KCTCS. He conducted a similar meeting with the faculty and staff of Central Kentucky Technical College on January 30, 2004. Additionally, several KCTCS faculty and administrators were invited to the UK Board of Trustees Academic Affairs Committee meeting on February 9, 2004, to answer questions regarding KCTCS. (Attachment 1)

Council on Postsecondary Education (CPE) Update (PACE) – Planning Accountability Campaign & External

At the February 11, 2004, meeting, the CPE held a joint meeting with the Kentucky Board of Education in addition to the regular meeting. The agenda included the following items of interest to KCTCS:

- **2004-06 Budget Update/FY 2004 Budget Reductions** – The CPE received an update on the current status of the Governor's proposed biennial budget recommendations and the impact on CPE and the higher education institutions.
- **2002-03 Accountability Report** – The report submitted to the Governor, General Assembly, and Strategic Committee on Postsecondary Education (SCOPE) in December 2003 was presented to the CPE at the meeting.
- **Key Indicators of Progress: Goals for Productivity Measures** – CPE reviewed and approved recommended performance goals for the five key indicators to include:
 - One-year retention rates of first year freshman
KCTCS exceeded the 2003 goal of 54.8 percent with a fall 2003 retention rate of 55.2 percent. The goal for fall 2004 is 56.0 percent.
 - Number of community and technical college transfers
Despite increasing the number of transfers from 2,219 in 2002 to 2,242 transfers in 2003, KCTCS did not meet the goal of 2,400. The goal for 2004 is 2,354.
 - Six-year graduation rates for bachelor's degree students
 - Degrees conferred
KCTCS met the 2002-03 goal of 4,200 by conferring 4,229 degrees. The goal for 2003-04 is 4,310.
 - Degrees conferred in priority areas
Though not a previous indicator, KCTCS conferred 1,214 degrees in 2002-03 in priority areas outlined by the New Economy initiative. The goal for 2003-04 is 1,235.
- **Legislative Update** – CPE staff reviewed the status of bills being considered by the 2004 General Assembly that have an impact on higher education.

- **Action: Kentucky Adult Education Strategic Agenda** – CPE approved the strategic agenda which included enrollment and performance goals for 2004-05 and is contingent upon the *Workforce Investment Act*, which has not yet been reauthorized by Congress.
- **P-16 Update** – The CPE was updated on the 2 + 2 Teacher Education Agreement, in which KCTCS is participating.
- **Fall Enrollment Report** – CPE was presented with the final fall 2003 enrollment numbers. *KCTCS had the largest enrollment with over 72,000 students, representing a 6.2 percent increase over fall 2002.*
- **Committee on Equal Opportunity Report** – CPE was provided the annual report on the *Kentucky Plan and Partnership Agreement*. *KCTCS colleges that are consolidated are now recognized by CPE as one institution for 2004 Degree Program Eligibility.*
- **2002-03 Trust Fund Reports** – CPE was provided a status report on the Workforce Development Trust Fund (KY WINS), Technology Trust Fund, and the other trust funds they administer for postsecondary education.

2004 Community College Futures Assembly (PACE) – External

President McCall is currently serving as the 2004 State Directors' Commission Chair of the 2004 Community College Futures Assembly. He attended the recent conference January 31 – February 3, 2004, in Orlando, Florida. As the Chair of the State Directors' Commission, President McCall served on the selection committee for the prestigious Bellwether Awards.

AACC Board Meeting (PACE) – External

As a member of the American Association of Community Colleges (AACC) Board and Executive Committee, President McCall attended a board meeting held February 8, 2004, in Washington, D.C.

KCTCS Performance Indicators Update (PACE) – Accountability

As of February 2004, the following indicators have changed:

- **Funding** – This indicator was revised due to the January 2004 General Fund budget reduction of 2.44 percent.
- **Per Student Funding** – This indicator has decreased to \$7,390 as a result of the two January 2004 budget reductions (General Fund and Restricted Funds).

This report includes new information on the **Diversity Indicators** of student and employee ethnicity. New information on the **Pass Rates** is also highlighted under the **Educational Effectiveness Indicator**. National testing data currently available has been included for reference.

Data on transfer and exit surveys will be included in the May 2004 report.
(Attachment 2)

February 11, 2004

Members of the Kentucky General Assembly
Capitol Annex
Frankfort, Kentucky 40601

Dear Senator:

In November 2000 a committee appointed by the Southern Association of Colleges and Schools (SACS) visited the Lexington Community College (LCC) to evaluate its accreditation status. SACS reaffirmed LCC's accreditation in June 2001 and asked for a follow-up report to address 17 remaining recommendations. Several recommendations concerned the need for LCC to demonstrate that it had an organizational structure and the institutional autonomy required of a separately accredited institution. Over the next two years, UK and LCC successfully addressed most of these recommendations. However, SACS informed LCC on July 3, 2003 that it was placed on probation for 12 months for failure to demonstrate that it has sufficient autonomy to be accredited separately from the University of Kentucky.

LCC was asked to submit a report addressing this problem and a proposed resolution before a SACS Special Committee returns in the Spring of 2004. As a result of the probation and the need for a resolution, the UK Board of Trustees had to consider alternatives for ensuring LCC's continued accreditation.

Several options were studied and considered by a Presidential Task Force and the Board before the attached resolution was approved by the UK Board of Trustees recommending that the governance of LCC be transferred to Kentucky Community and Technical College System (KCTCS). Losing accreditation of LCC was not a viable option and all other options would require dramatic and in some cases expensive changes in the existing UK-LCC relationship.

The Board evaluated this matter very carefully, considered all points of view and ultimately decided that a transfer of governance of LCC would be in the best interest of both institutions, the faculty and staff, and the students who LCC serves. This transfer can be accomplished in a manner that retains many of the close and valuable ties that have existed between UK and LCC.

LCC Letter
Page 2

The Board of Regents for KCTCS will be meeting next week to consider UK's recommendation. Upon a positive response to the UK resolution, UK and KCTCS staff will begin working to develop memorandums of agreement that will outline operational details of the transfer. We will be bringing forth legislation to the General Assembly that allows this transfer of governance. Enclosed with this letter are the resolution and a fact sheet that will hopefully answer some of the questions you may have.

I would greatly appreciate your support for this important change in our post secondary education system. We will work closely with you to ensure that all your concerns and questions on this issue are answered.

Sincerely,

Lee T. Todd, Jr.
President.

Frequently Asked Questions
about the future of
Lexington Community College and
the University of Kentucky

1. What was the accreditation problem facing LCC?

A committee appointed by the Southern Association of Colleges and Schools (SACS) visited the Lexington Community College (LCC) in November 2000 to evaluate its accreditation status. SACS reaffirmed LCC's accreditation in June 2001 and asked for a follow-up report to address 17 remaining recommendations. Several recommendations concerned the need for LCC to demonstrate that it had an organizational structure and the institutional autonomy required of a separately accredited institution. Over the next two years, UK and LCC successfully addressed most of these recommendations. However, SACS informed LCC on July 3, 2003 that it was placed on probation for 12 months for failure to demonstrate that "it has sufficient autonomy to be accredited separately and that "it is sufficiently autonomous from the University of Kentucky in the perception of the public."

LCC was asked to submit a report addressing this problem "approximately six weeks before" a SACS Special Committee return visit in Spring, 2004. As a result of the probation and the need for a resolution, the Board had to consider alternatives for ensuring LCC's continued accreditation.

2. What options for resolving this problem were considered?

Four options were considered. All of them require a dramatic change in the existing UK-LCC relationship. After careful study, three options were rejected.

- The option of LCC losing its accreditation and being absorbed under the University's accreditation was found unacceptable by both LCC and UK.
- The option of having LCC accredited as a free-standing institution was seen as impractical and inconsistent with the goals of House Bill 1.
- The option of having LCC remain associated, as an independent institution, with UK was rejected because it would require an inefficient organizational structure, add administrative duplication and expense, and cause many conflicts between the two institutions. Attaining the required level of autonomy would have required the creation of a new, separate legal institution. For example, LCC would have had to establish a separate faculty senate, create an independent development office and fund-raising operation, change diplomas to reflect LCC, not UK, and contract as an independent institution for purchasing and operational services.

3. Why did the University of Kentucky Board of Trustees pass a resolution that delegated the management of LCC from the University of Kentucky to the Kentucky Community and Technical College System (KCTCS)?

The Board evaluated this matter very carefully and considered all points of view, including unanimous recommendations (to transfer LCC to KCTCS) by a specially appointed Presidential Task Force and its own Academic Affairs Committee. The Board concluded that:

- a. LCC's mission would best be advanced as part of KCTCS, which is a national model of success for a comprehensive community college system
- b. LCC's partnerships with UK would best be continued with an arrangement that would not continually call LCC's autonomy into doubt
- c. LCC's funding and space needs would best be addressed as part of KCTCS
 - *LCC's funding per student is less than 1/3 of KCTCS' (In FY '03 LCC appropriated \$1,341 per student and KCTCS appropriated \$4,223 per student.)*
 - *LCC's allocated classroom square footage per student is also less (LCC = 4.5 classroom square foot/student and KCTCS's allocation is 7.0)*
- d. UK's missions of teaching, research, and service would best be advanced by an administrative structure that focuses on those missions as is the case with UK's benchmark institutions
- e. LCC's joining KCTCS was most consistent with the needs and goals of higher education as stated in House Bill 1.

4. How will this change affect faculty and staff at LCC?

All employees of LCC as of the effective date of the transfer are entitled to be governed by UK regulations concerning employment status, benefits, and tenure. These individuals also have the choice of opting to become a KCTCS employee. Faculty and staff of LCC hired after the official transfer will be employees of KCTCS.

5. Will LCC students have access to UK facilities and services?

Yes. Students enrolled at LCC through June 30, 2006 will have the same rights, responsibilities, services, and privileges that they pay a mandatory fee for now. On July 1, 2006 and after, LCC students will be free to participate in student services and activities provided to UK students by paying the appropriate fee required of all participants, LCC students will continue to be provided access to UK residence halls.

Students enrolled at LCC on, or before, September 1, 2004 shall have 6 years to complete their degree programs and receive a diploma conveyed by the UK Board of Trustees.

6. How will this change affect future students at LCC?

See answer to Question 5. The resolution ensures that LCC students can benefit from the academic resources, student services, campus housing, and recreational facilities of UK, as they have in the past.

7. Will LCC students be able to transfer their course work to UK?

Yes. This change has no effect on the transfer of credits earned at LCC to the University of Kentucky. Transfer of credits earned at LCC is now treated, and will continue to be treated, just the same as in the past and just the same as the transfer of credits from any community college in KCTCS.

8. Will LCC be able to use its current facilities on Cooper Drive?

Yes. UK has guaranteed that LCC can use the facilities it currently occupies for at least five years and would not require LCC to move after five years unless and until a mutually agreed upon site or sites for its programs has been determined.

9. What happens to LCC's current funding as a result of this change?

All funds appropriated for LCC by the General Assembly would be allotted to KCTCS for the benefit of LCC. Equipment and instructional resources designated for use by LCC would also be allotted to KCTCS for the benefit of LCC. Gifts and endowments for LCC would be allotted to KCTCS consistent with the donor agreements.

10. What kind of relationship will LCC and UK have in the future?

The Board's resolution recognizes and endorses the distinct missions of LCC and UK and is intended to ensure that both missions are achieved successfully. UK and LCC will be able to continue strong ties that benefit LCC students, particularly those desiring to take advantage of UK services and to transfer to UK after studying at LCC. UK will introduce a UK-LCC transfer program that encourages and enables LCC students to make a smooth transfer to UK.

AACR 1

Office of the President
February 10, 2004

Members, Board of Trustees:

LEXINGTON COMMUNITY COLLEGE MANAGEMENT RESPONSIBILITIES

Recommendation: that the Board of Trustees approve the following resolution that would effect, pending Legislative approval, the delegation of management responsibilities for the Lexington Community College from the Board of Trustees of the University of Kentucky to the Board of Regents of the Kentucky Community and Technical College System.

DELEGATION OF MANAGEMENT RESPONSIBILITIES FOR THE UNIVERSITY OF KENTUCKY LEXINGTON COMMUNITY COLLEGE TO THE BOARD OF REGENTS

OF THE KENTUCKY COMMUNITY AND TECHNICAL COLLEGE SYSTEM

WHEREAS the Lexington Community College and the University of Kentucky have been closely associated institutions for four decades; and

WHEREAS both institutions have as major goals the quality education of Kentucky's citizens; and

WHEREAS the Southern Association of Colleges and Schools has declared recently that Lexington Community College is on probationary accreditation solely because of its lack of autonomy from the University of Kentucky; and

WHEREAS the Board of Trustees of the University of Kentucky has reluctantly concluded that the Southern Association of Colleges and Schools position on the matter of autonomy and accreditation has made it impossible to adjust the existing, long-term relationship or develop a new connection between the two institutions such that "Lexington Community College is part of the University of Kentucky" in any meaningful way; and

WHEREAS the Lexington Community College could unquestionably be considered an autonomous institution within the Kentucky Community and Technical College System, thereby having Southern Association of Colleges and Schools accreditation; and

WHEREAS it appears that Lexington Community College would be at an advantage financially by being an institution under the auspices of the Kentucky Community and Technical College System; and

WHEREAS many of the strong ties between the Lexington Community College and the University of Kentucky can be maintained, and even enhanced, through the development of additional agreements and contracts, befitting two independent, autonomous, accredited institutions;

BE IT THEREFORE RESOLVED that the University of Kentucky Board of Trustees request that the President and the administration make concerted, long-term efforts to maintain and enhance those aspects of the University of Kentucky - Lexington Community College relationship that benefit the students, staff, and faculty of Lexington Community College and, as importantly, augment the learning experience for citizens of the Commonwealth of Kentucky; and

BE IT THEREFORE FURTHER RESOLVED that the University of Kentucky Board of Trustees recommend to the Governor, the Kentucky General Assembly, and the Council on Postsecondary Education that the governance and management responsibilities for the University of Kentucky Lexington Community College be delegated to the Kentucky Community and Technical College System, upon the effective date of the enabling legislation, with the following provisos:

- (1) These responsibilities include, but are not limited to, assets, liabilities, revenues, personnel, programs, financial and accounting services, and support services.*
- (2) That all funds appropriated by the General Assembly of the Commonwealth of Kentucky and received by the University of Kentucky to support the operations of the Lexington Community College shall be transferred and allotted to the Board of Regents for the benefit of the Lexington Community College.*
- (3) That all personal property, including instructional and other moveable equipment of the Lexington Community College and the University of Kentucky designated for the use of Lexington Community College shall be transferred and allotted to the Board of Regents for the benefit of Lexington Community College.*
- (4) That all real property of the Lexington Community College and University of Kentucky designated for use by the Lexington Community College shall remain the real property of the University of Kentucky. The University of Kentucky shall extend the use of the facilities occupied by the Lexington Community College to the Lexington Community College for a minimum of five (5) years. The University of Kentucky shall not direct the Lexington Community College to vacate those facilities until such time that a mutually agreed upon alternative site or sites has been reached between the University of Kentucky and the Kentucky Community and Technical College System.*
- (5) That restricted gifts, endowments, and sponsored projects designated for the use and benefit of Lexington Community College shall be transferred and allotted to the Board*

of Regents for the benefit of the Lexington Community College. These funds will be managed consistent with any applicable donor and/or sponsor agreements.

- (6) That the Kentucky Community and Technical College System shall reimburse the University of Kentucky at a reasonable cost for any benefits, services and facilities, including debt service applicable to Lexington Community College facilities, provided to the system. Services to be provided by the University of Kentucky to the Lexington Community College facilities located on the Lexington campus shall include but not be limited to: building maintenance, grounds maintenance, utility services, security services, parking, key systems, alarm systems and such other facility and campus services as are consistent with the University goal and need to maintain, oversee and manage its real property. Further, the Kentucky Community and Technical College System shall reimburse the University for the actual cost of expenditures of the health care plans and the long-term disability plan for Lexington Community College employees and retirees who are enrolled in such plans or who are beneficiaries of such plans as of July 1, 2004 and thereafter.*
- (7) That the employees in the Lexington Community College as of July 1, 2004 shall be governed by the University of Kentucky regulations and any subsequent changes made by the University, except that appeals shall be to the Board of Regents or to the boards' designee. The following provisions shall apply:*
 - (a) Temporary disability leave (sick leave) and annual vacation leave accruals as of the effective date of the transfer shall be retained by each employee.*
 - (b) Employees with tenure, as of the effective date, shall retain their tenure. Employees without tenure, as of the effective date, shall earn tenure based on personnel policies in effect at the time of their employment. New employees without tenure, as of the effective date, shall earn tenure based on the policies established by the Board of Regents of the Kentucky Community and Technical College System.*
 - (c) Employees shall maintain a salary not less than their previous salary as of July 1, 2004. The amounts paid to part-time and adjunct faculty per credit hour shall not be less than previously paid.*
 - (d) All employees hired before July 1, 2004 shall be provided the same benefit package available for other University of Kentucky employees as the University of Kentucky may modify, change, consolidate, or eliminate it for all employees.*
 - (e) A person employed as of the effective date of the transfer in the Lexington Community College may elect to become an employee in the Kentucky Community and Technical College System and be subject to the human resources regulations (policies and procedures) of the Kentucky Community and Technical College System. The employee shall have the right to exercise this option at any future time after the effective date. An employee who elects to accept this option and who remains an employee of Kentucky Community and Technical College System may not reverse this option.*
 - (f) A regular full-time employee may, with prior administrative approval, take up to six credit hours per semester or combination of summer sessions on the University of Kentucky's campus or at a community college during the employee's normal working*

- hours. The University of Kentucky shall defray the registration fee up to a maximum of six (6) credit hours per semester or combination of summer sessions.*
- (g) New employees hired on or after July 1, 2004, in the Kentucky Community and Technical College System for the Lexington Community College shall be governed by the regulations established by the Board of Regents.*
 - (h) The actual costs of all workers' compensation claims of employees who, on or after the effective date, remain in the University's employee benefits plans shall be paid by the Kentucky Community and Technical College System. The costs of workers' compensation claims incurred prior to July 1, 2004 by Lexington Community College employees shall be paid by the Kentucky Community and Technical College System.*
 - (i) The Kentucky Community and Technical College System shall pay the cost of all unemployment claims made on or after July 1, 2004 by persons who were Lexington Community College employees as of the effective date.*
 - (j) The costs of employee benefits for Lexington Community College employees who retire on or before June 30, 2004 are the responsibility of the University of Kentucky. The costs of employee benefits for Lexington Community College employees who retire on or after July 1, 2004 are the responsibility of the Kentucky Community and Technical College System.*
- (8) That students enrolled in the University of Kentucky Lexington Community College through June 30, 2006 shall have all of the responsibilities, services, privileges, and rights accorded to them as University of Kentucky students. The privileges shall include, but not be limited to, tickets to athletic events, homecoming queen contests, the Great Teacher Award, and the University of Kentucky scholarship programs. These students shall pay the mandatory University of Kentucky student fees through June 30, 2006. On July 1, 2006 and thereafter, Lexington Community College students may elect to participate in student services and activities provided by the University of Kentucky and shall pay the appropriate fees for these services and activities to include the following fees: Athletics, Student Government Association, WRFL Student Radio, Student Activities, Student Center, Student Health Plan, Technology Fee, Seaton Center Fee and Student Affairs. Lexington Community College students shall continue to be provided access to University of Kentucky residence halls.*
- (9) Students enrolled at Lexington Community College on, or before, September 1, 2004, shall have six (6) years to complete the degree program in which they are enrolled and receive a diploma conveyed by the University of Kentucky Board of Trustees.*
- (10) That the University administration be authorized to execute an agreement between the Board of Trustees of the University of Kentucky and the Board of Regents of the Kentucky Community and Technical College System relating to the Trust Indenture covenants of the UK Consolidated Educational Buildings Revenue Bonds.*
- (11) That the University administration be authorized to negotiate and enter into an agreement with the Kentucky Community and Technical College System in connection with services and facilities which the University will continue to provide to the*

Lexington Community College and other administrative and legal issues related to the delegation of managerial responsibility, and that the agreement be reported to the Board.

- (12) *That if any conflict arises between the University of Kentucky Board of Trustees and the Kentucky Community and Technical College Board of Regents relating to the delegation of authority from the University to the Board of Regents or the management of the University of Kentucky Lexington Community College within the Kentucky Community and Technical College System, the Council on Postsecondary Education shall resolve the conflict.*

Background: This delegation would enable Lexington Community College to be 1) a separately accredited institution by the Southern Association of Colleges and Schools (SACS) and 2) a member institution of the Kentucky Community and Technical College System.

In November 2000, the Reaffirmation Committee of the Commission on Colleges, Southern Association of Colleges and Schools (SACS) reviewed the Self Study report of the Lexington Community College and made a visit to campus. In July 2001, SACS reaffirmed LCC's accreditation and requested a follow-up report addressing several recommendations, including the separation of functions between LCC and UK.

A second follow-up report was requested and LCC submitted it in July 2002. In June 2003, SACS continued LCC's accreditation for another year, but placed it on probation for 12 months for failure to satisfy accreditation criteria concerning the issue of whether LCC had sufficient autonomy from UK to justify separate accreditation. A third follow-up report was requested six weeks prior to a visit in the spring of 2004.

In August 2003, Dr. Todd appointed a 14 member Special Task Force on Options for SACS Accreditation of the Lexington Community College. The committee was charged with considering three options: 1) LCC maintains its relationship with UK, but institutes changes that would convince SACS that it has sufficient autonomy and independence to justify being separately accredited; 2) LCC is not separately accredited, but is included as a component of the accreditation of the University of Kentucky; and 3) LCC is accredited as a separate community college, either as a freestanding institution or as part of the Kentucky Community and Technical College System.

After carefully considering all options, the Task Force unanimously agreed to recommend to Dr. Todd that LCC be transferred to the Kentucky Community and Technical College System and maintain its separate accreditation as an institution of higher education. The Task Force also recommended that the decision on LCC's future be made as soon as possible, to allow LCC to meet the SACS deadline for responding to the July 2003 letter and to allow the maximum time for implementing whatever decision is made.

The Staff Senate and the University Senate reviewed and discussed the report of the Task Force, acknowledging it as a complex issue, one without a perfect solution. If the Task Force

recommendation is accepted, the Staff Senate and University Senate strongly believes that LCC students, staff and faculty must be afforded the same rights and privileges that were enjoyed by the students, staff and faculty of the other community college when they became part of KCTCS six years ago.

After careful consideration of the process, deliberations, and recommendations, the President and the Provost recommend the delegation of the University of Kentucky's management responsibilities for Lexington Community College to the Kentucky Community and Technical College System.

Action taken: ☒ Approved ☐ Disapproved ☐ Other _____

2002-2003 Performance Indicators

Note that all student data is based on the official datasets, i.e., reported to the CPE from the central PeopleSoft database, unless footnoted otherwise. Some statistics have changed from the prior presentation as the definition is refined to more closely approach the spirit of the indicator and as the data selection techniques are improved.

Items added since December 2003 Board of Regents meeting are in gray.

Enrollment Growth

Headcount	Total Students	<u>Fall 2000</u>	<u>Fall 2001</u>	<u>Fall 2002</u>	<u>Target Fall 2003</u>	<u>Fall 2003</u>
		52,201	63,120	67,812	69,982	72,023
					3.2%	6.2% Exceeded Target

FTE	Full-time Equivalent Students	<u>Fall 2000</u>	<u>Fall 2001</u>	<u>Fall 2002</u>	<u>Target Fall 2003</u>	<u>Fall 2003</u>
		30,059	33,459	36,148	37,411	37,610
					3.5%	4.0% Exceeded Target

Former GED Student Enrollment	GED-credentialed Student	<u>2000-2001</u>	<u>2001-2002</u>	<u>2002-2003</u>
		9,781	5,954	5,282

Former adult basic education student	Not available ¹
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Affordability	<u>2002-2003</u>	<u>Target 2003-2004</u>	<u>2003-2004</u>
	2.94%	4.00%	3.70% Exceeded Target

Early Leavers with Marketable Skills ²	<u>2001-2002</u>	<u>2002-2003</u>
	279	144

Diversity

		Fall 2000	Fall 2001	Fall 2002	<u>Fall 2003</u>
Student headcount percentage by ethnic category	American Indian	0.5%	0.4%	0.3%	0.3%
	Asian	0.9%	0.7%	0.6%	0.6%
	Black	8.4%	7.7%	7.2%	6.7%
	Hispanic	1.0%	0.9%	0.9%	0.9%
	White	83.2%	84.1%	79.7%	76.5%
	Unknown	5.9%	6.3%	11.3%	15.1%

		<u>Winter 2001/2002</u>	Winter 2002/2003	<u>Winter 2003/2004</u>
Employee headcount percentage by ethnic category	American Indian		0.1%	0.1%
	Asian		0.6%	0.8%
	Black		6.1%	5.7%
	Hispanic		0.3%	0.2%
	White		92.8%	93.3%

Educational Effectiveness

Retention	Retention Rate	Fall 2001	<u>Fall 2002</u>	<u>Target Fall 2003</u>	<u>Fall 2003</u>
		55.13%	55.90%	60.00%	63.3%
				7.3%	13.2% Exceeded Target

		<u>2000-2001</u>	<u>2001-2002</u>	<u>2002-2003</u>	Target 2003-2004
Graduation	- Certificates	1,839	3,708	4,143	4,130
	- Diplomas	1,609	1,608	1,768	1,788
	- Associate Degrees	3,322	3,706	4,007	4,441
	Total Credentials Awarded	6,770	9,022	9,918	

Transfers		<u>Fall 2002</u>	<u>Fall 2003</u>
	Transfers – all states ³	2,461	Late Feb. 2004

Pass Rates	Pass rates of KCTCS students taking national licensure exam		<u>2002-2003</u>	<u>National (2002-2003)</u>
	Registered Nurse	96.0%	81.6%	
	Practical Nurse	91.7%	86.5%	
	Radiography	82.0%	NA	
	Respiratory Care	77.6%	NA	
	Physical Therapist Assistant	73.3%	76.3%	

	Exit survey for all students receiving credentials			
Exit Survey		<u>Fall 2001</u>	<u>Fall 2002</u>	<u>Target Fall 2003</u>
	Overall instruction – Satisfied to Very Satisfied	91.1%	90.9%	98.00% Late Feb. 2004
	Transferring to another institution – Yes	37.7%	33.4%	65.00%
	Recommendation to another – Yes	73.9%	84.3%	90.00%

Professional Development Programs

Professional Development Programs	Percent of operating expenses budget spent on professional and organizational		
		<u>2002-2003</u>	Target 2003-2004
		3.60%	4.00%

Economic and Cultural Impact

Headcount in credit and non-credit workforce training, including Fire/Rescue and company-sponsored programs				
Credit & Non-Credit Workforce Training		<u>2000-2001</u>	<u>2001-2002</u>	<u>2002-2003</u>
	Fire/Rescue Training (Non-Credit)- Attendance ⁴	75,662	68,883	78,783
	Fire/Rescue Training (Credit) - Headcount	531	5,724	6,641
	Workforce Training (Non-Credit+Credit) ⁴	46,251		
	Workforce Training (Non-Credit) - Attendance ⁴		29,989	29,646
	Workforce Training (Credit) - Headcount		14,347	11,516

Employment assessments				
Assessments		<u>2000-2001</u>	<u>2001-2002</u>	<u>2002-2003</u>
	Employment Assessments ⁴	44,672	36,192	61,486

Adult basic education (non-credit) classes				
Adult Basic Education		<u>2000-2001</u>	<u>2001-2002</u>	<u>2002-2003</u>
	Basic Adult Education - Attendance ⁴	9,007	20,358	21,894
	GED (Corrections)			
	- GED Course Headcount ⁵			804
	- GEDs awarded ⁶			378

Community education (non-credit) classes				
Community Education		<u>2000-2001</u>	<u>2001-2002</u>	<u>2002-2003</u>
	Community Education - Attendance ⁴	23,035	25,106	32,348

Employer satisfaction with training services				
Employer Satisfaction				First data to be collected 6/30/2004
	Employer satisfaction with graduates		2001-2002	
	Employer satisfaction (4-Good, 5-Very Good) ²		4.06	

Attendance at cultural events				
Cultural Events				<u>2002-2003</u>
	Attendance			500,000

Fiscal Management Effectiveness

External Audit	External audit report	<u>2000-2001</u> Clean	<u>2001-2002</u> Clean	<u>2002-2003</u> Clean		
Funding	Funding sources: General Fund		2001-2002 \$181,445,800	<u>2002-2003</u> \$185,313,100	<u>Target 2003-2004</u> \$189,097,700 2.04%	<u>2003-2004</u> \$184,493,000 (revised) Budget Reduction - January 5, 2004
Grants & Contracts	Grants and Contracts		<u>2001-2002</u> \$40,004,860	<u>2002-2003</u> \$43,396,829	<u>Target 2003-2004</u> \$45,566,670 5.0%	
Advancement	Advancement: external and gift funding		2001-2002 \$7,938,145	<u>2002-2003</u> \$6,166,635	<u>Target 2003-2004</u> \$6,474,967 5.0%	
Per Student Funding	Per student funding		2001-2002 \$7,384	<u>2002-2003</u> \$7,343	<u>Target 2003-2004</u> \$7,673 4.49%	<u>2003-2004</u> \$7,390 (revised) Budget Reductions - January 5 and January 20, 2004

Institutional Profile

Consolidation	Consolidation status		2001-2002 3	<u>2002-2003</u> 2	<u>Target 2003-2004</u> 5	
Media Articles	Media articles appearing in regional or national publications		2001-2002 123	<u>2002-2003</u> 101		
	Articles					
Presentations	Presentations in national venues by KCTCS personnel			<u>2002-2003</u> 122		
	Presentations					

Definitions of Statistics

Enrollment Growth

- Headcount - - Fall enrollment as reported to CPE as "official".
- FTE - - Official Fall enrollment as reported to CPE divided by 16.
- Former GED Student
 - Enrollment - - Official annual unduplicated headcount based on credentials reported on applications for admission using official (CPE) data.
- Former Adult Basic Education Student - - If the students could be identified, this would be the official annual unduplicated annual headcount using official (CPE) data.
- Affordability - - Total revenue divided by the official annual unduplicated headcount.
- Early Leavers with Marketable Skills (ELMS) - Annual headcount of early leavers in technical programs assessed by faculty as having marketable skills.

Diversity

- Student headcount
 - percentage by ethnic category - - Official Fall enrollment.
- Employee headcount
 - percentage by ethnic category - - Employees as reported to National Center for Educational Statistics (IPEDS) for Winter 2003-2004.

Educational Effectiveness

- Retention - - Headcount of prior Fall student who (1) returned the subsequent Fall or (2) earned a credential between the end of the prior Fall term and the start of the subsequent Fall term divided by headcount of all prior Fall students.
- Graduation - - Annual duplicated headcount as reported to CPE.
- Transfers - - Headcount of Fall students who enrolled in a non-KCTCS institution within or outside of Kentucky (based on National Student Clearinghouse data).
- Pass Rates - - Headcounts of students passing licensure exams divided by the headcounts of students sitting for those exams as reported to colleges by licensure exam administrators.
- Exit Survey - - Percentage of respondents to selected items in the KCTCS Graduate Exit survey.

Professional Development Programs

- Professional Development Programs - - Percent of operating expenses budget spent on professional and organizational development.

Economic and Cultural Impact

- Credit & Non-credit - All credit headcounts are based on annual unduplicated enrollment. Non-credit Fire/Rescue Training is based on paper records from the Fire Workforce Training - Commission. Non-credit Workforce Training is based on local college databases; starting 2003-2004, this data will be included in the central database.
- Assessments - - Annual duplicated headcount based on local college databases; starting 2003-2004, this data will be included in the central database.
- Adult Basic Education - - Annual duplicated headcount based on local college databases and reports from a CPE database.
- Community Education - - Annual duplicated headcount based on local college databases; starting 2003-2004, this data will be included in the central database.
- Employer Satisfaction with Training Services - - Proposed annual assessment based on completed surveys administered after the training service is completed.
- Employer Satisfaction with Graduates - - Annual assessment based on completed surveys administered 6 months after graduation.
- Cultural Events - - Annual duplicated headcount as reported by the colleges to reflect attendance at cultural events sponsored by the college and the community.

Definitions of Statistics (cont'd)

Fiscal Management Effectiveness

External Audit - - Summary of findings

Funding - - Funding sources: General Fund annual amount

Grants & Contracts - - Annual amount processed by the System Office of Grants and Contracts

Advancement - - Annual amount processed by the System Office of Advancement.

Per Student Funding - - Public funds (State General Fund appropriations plus tuition and fees revenue) per FTE enrollment

Institutional Profile

Consolidation - - Number of districts operation as consolidated community and technical colleges as accredited with SACS.

Media Articles - - Number of articles appearing in regional or national publications as reported by the System Office of Public Information.

Presentations - - Number of presentations in national venues by KCTCS personnel as reported by CEOs and System Office staff.

Footnotes

¹ This statistic is not available at this time. The names, along with birthdates or social security numbers to uniquely identify individuals, have not been collected for student enrollment in adult basic education. For a complete statistic, the data would have to be collected from a form that must identify the individual student or from a database maintained by CPE's Kentucky Adult Education unit. A smaller sample, those individuals enrolled in GED preparation courses offered under Community and Economic Development (CED), will be collected starting Fall 2003.

² This statistic is based on data from an external database at the KyDept of Technical Education, which is used for Perkins Fund performance reporting.

³ This statistic includes transfer data from an external database at the National Student Clearinghouse, reflecting enrollment in about 91% of the 2- and 4-year institutions in the country.

⁴ This statistic is based on unofficial data from paper-based tallies or locally-managed databases and will include duplication.

⁵ This statistic is based on unofficial data from a paper-based tally of a single day sampling.

⁶ This statistic is based on data from an external database.



***Kentucky Community and Technical College System
Board of Regents***

**Resolution Approving a Request for a Quantitative Waiver
for
Central Kentucky Technical College**

WHEREAS, KRS 164.020, Section 19, mandates that the Council on Postsecondary Education postpone approval of any new program unless the institution has met its equal educational opportunity goals; and

WHEREAS, KRS 164.020, Section 19, also provides that an institution not meeting the goals shall be able to obtain a temporary waiver if the institution has made substantial progress toward meeting its equal educational opportunity goals; and

WHEREAS, 13 KAR 2:060, Section 7, requires that a waiver request from an institution include a resolution submitted to the Council on Postsecondary Education approved by the institution's governing board; and

WHEREAS, the quantitative waiver request includes assessments of the institution's efforts to achieve its objectives as set forth in the *Kentucky Plan*;

NOW, THEREFORE, BE IT RESOLVED that the Kentucky Community and Technical College System Board of Regents approves the request for a Quantitative Waiver from Central Kentucky Technical College.

SO RESOLVED this twentieth day of February 2004.

Cynthia L. Read, Chair

Joseph B. Wise, III, Secretary